

Title, Operational Plan, 2009

Goals: (See [Board of Health Outcomes for the Program in OPHS Logic Model- Unabridged Version- Example below from Program Evaluation Standard](#))

- Public health practitioners, policy-makers, community partners, health care providers, and the public are aware of and support effective public health practice and have available information that is necessary for taking appropriate action.

Activities	Monitoring Indicators (Outputs)	Outcome Indicators	Data Source	Lead/ Timelines	Progress/Outcomes
<p>Objective # 1- See the Requirements for the program in the OPHS e.g. The board of health shall routinely monitor program activities and outcomes. Check that objectives are SMART- (Specific, Measurable, Achievable, Relevant, Time specific). Additional objectives may flow from the Strategic Planning process. It is good to work with program staff to define and clarify objectives, as this helps choose objectives that are measurable. Activities will flow from the objectives.</p>					
<p>Activities should directly link to the objective and start with a verb. E.g.</p> <ul style="list-style-type: none"> • Establish... • Conduct... • Inspect... • Monitor... • Train... • Assess... • Facilitate... • Work with... 	<p>Monitoring Indicators are measures of our outputs (may also be known as process indicators or performance measures) meant to track how the program is operating (what we do and who we reach). These indicators are usually quantified by specific measures for example, a number, a percentage, or a level of satisfaction. Where possible should align with published literature &/or national/ provincial standards (eg. sentinel PH indicators)</p> <ul style="list-style-type: none"> • # of inspections completed • # of cases identified • # of injections given • % of students immunized • # of workshops provided • # of participants • % of students participating • % of participants expressing satisfaction with the service • # of media calls in response to a press release. 	<p>Outcome Indicators are selectively chosen to measure the impact of our program or our progress towards achieving the desired outcomes. Outcomes may be short term like learning:</p> <ul style="list-style-type: none"> • Increased awareness • Increased knowledge • Change in attitudes • Increased skill level • Increased motivation. <p>Or, medium term resulting in action being taken as a result:</p> <ul style="list-style-type: none"> • Behavior change • Change in practice • Policy implemented • Social norms change <p>Or, long-term impact on conditions:</p> <ul style="list-style-type: none"> • Increased employment • Decreased poverty 	<p>Identify data sources which are measured to calculate the indicator scores. Data sources can be quantitative or qualitative.</p> <ul style="list-style-type: none"> • Needs Assessment • CCHS • RRFSS • Mortality • Morbidity • ECADS • Operation-al activity tracking and documents (e.g. meeting minutes, 	<p>Establish responsibility for implementation of the activity, monitoring. & reporting. Who will collect the data and when?</p> <p>Program Manager, Q1</p> <p>Area Inspector, monthly</p> <p>Program Assistant, weekly</p>	<p>Document results and outcomes after each monitoring exercise. Keep a running record of progress. Report results and outcomes to staff and stakeholders. Analyse and interpret the data. Report actions completed, in progress, or not started. Decisions should be based on data received and analysed. When reporting, discuss outcome indicator scores: Has the program had the desired impacts? Why or why not? What key lessons have been learned? What are the critical success factors? What are the barriers? What should be done differently in the future?</p>

Activities	Monitoring Indicators (Outputs)	Outcome Indicators	Data Source	Lead/Timelines	Progress/Outcomes
			policies adopted, CISS, TIS, Health Space) <ul style="list-style-type: none"> • Program-specific surveys • Stories • Impressions of staff or participants • Focus groups • Chart Audit 		For quantitative data, use graphs, tables, descriptive statistics to report findings and monitoring indicator data. <p>Disseminate the information:</p> <ul style="list-style-type: none"> • Board reports • Year End Outcome Report • Ministry/ funder required reports • Reports to stakeholders • Annual Report to Public • Media releases